

**LAKSHMI KANT SHUKLA**

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Mail Id: [laxmikant396@gmail.com](mailto:laxmikant396@gmail.com)**Male, 38 years****CAREER OBJECTIVE**

To obtain a job position in law field which will allow me to utilize my inherent interpersonal and communication skills and at the same time to gain insight into the field of law. I wish to extend my Professional experience and knowledge in an organization where my motivation and interests will be stimulated. And work for the achievement of goals of the organization and to be excel in whatever I do.

**EDUCATION**

DEGREE	INSTITUTE	YEAR	ACHIEVEMENTS
LL.B	Rajasthan University, Rajasthan	2004-2007	Qualified
B.A.	Kota University, Kota	2001 – 2004	Qualified.
Class XII	Rajasthan Board	1999-2000	2nd Division
Class X	Rajasthan Board	1997-1998	2nd Division
Office Assistance Course	Bharti Vidhya Bhawan, Jaipur	3 month	Qualified

**WORK EXPERIENCE****Manager - Legal & Collection****Manba Finance LTD.****Location: Rajasthan****(01.07.2022 to till date)**

**Major Working:** Dealing Legal - FIR matters, police with liaising, All against matters, Execution, Arbitration, U/S138, Sec.25, Repossession with sec-9 ,SEC - 17 with Collection of NPA & write off collection.

- Handling EV vehicles, used Car, TW & Personal Loan & Personally visiting customers on high pos. value default & problematic customers.
- Ensuring Collection though legal tools from the Customer.
- Expert in Negotiation Skills LOKADLAT & arbitration conciliation for negotiation the customers Co- advocates Daily updating of Legal MIS
- Execution petition filing & Court order execute with Nazir with execute in the defaulter customers etc. 21-30 ,21-41,21-38,21-54 warrants & 21-64 & 21-66 auction sale of property.
- Served all type of warrants (Bail able & Non-bail able), attachments warrants in execution files
- Present Sec. 138 NI ACT cases & Sec.25 Payment and settlement Act. Cases filing every months.
- Ensuring timely filing of Executions and other litigation to mount pressure on defaulters to recover the dues
- To file F.I.R. in fraud & nonstarters matter and visit the police stations to solve the problem.
- Executing Sec-9 & Sec-17 orders for the repossession of Vehicle.
- Handling Collection team and agency basis collection with team on daily basis.
- NPA & write off collection and collecting customer information and legal notice serve.
- Represent and follow up cases in various courts.

## Manager-Legal

**Kodak Mahindra Bank Ltd.**

**Location: Gujarat**

**(18.10.2021 to 21.06.2022)**

**Major Working:** SERFAESI, EXECUTION OF WARRANTS, ARBITRATION, U/S138, CIVIL MATTERS, ALL AGAINST CASE HANDLING & PRAPER LEGAL MIS REPORTS

- To initiate SARFAESI, Execution, Sec.138 and Arbitration on all eligible accounts.
- Managing Legal Initiation against Non-performing assets and written off portfolio of agriculture portfolio.
- Handling Tractor, & KCC Loan & Personally visiting customers on high pos. value default & problematic customers. Ensuring Collection through legal tools from the Customer.
- Represent and follow up cases in various courts and against cases handle /police FIR matters reply /bail able or non-bail able warrants services.
- Prepare plan for legal collection strategies for different types and levels of exposure accounts and design new legal processes / strategies, in order to ensure better resolution.
- Ensure maintenance of proper various Legal MIS's and records for all cases wherein legal has been initiated (at different stages of delinquency and litigation) and timely MIS reporting.
- Prepare status report, Provide assistance to all corporate matters.
- Present Sec. 138 NI ACT cases and execution petition.
- Dealing with Recovery matter including WRITE-OFF & NPA cases & Loss recovery specialist
- Expert in Negotiation Skills LOKADLAT & arbitration conciliation for negotiation the customers.

## Assistant Manager - Collection

**Axis Bank Ltd.**

**Location: Kota Hub (Kota, Bundi, Baran, Jhalawar, Sawai madhopur, Bhilwara, Tonk )**

**(07.01.2021 to 08.10.2021)**

**Major Working:** Dealing with Collection of Both Secured & Unsecured Loan both.

- Handling Home loan, Business loan, Auto Loan & Personal Loan.
- Personal visit to the customer place for collection with team and handling early buckets to remove future NPA risks.
- Handling Collection Agencies on daily basis. Updating the MIS with exact feedbacks
- Review agency performance /productivity daily NPA & write off collection.
- Personal visit with the team for the customers NPA & write off collection
- Ensuring timely allocation of cases for issuance of demand notices, complaint filing etc.
- Resolve any customer escalations with prompt and timely response.
- Expert in Negotiation Skills LOKADLAT & arbitration conciliation for negotiation the customers.
- Pre-litigation Camps (Lok Adalat) and Legal Initiation for Debtor Realization.

**Deputy Manager- ARD COLLECTION (Commercial Vehicles)**

**Indusind Bank Ltd.**

**Location: Kota Hub (Kota, Bundi, Baran, Jhalawar, Sawai madhopur, Bhilwara, Tonk)  
(01.05.2017 to 04.01.2021)**

**Major Working:** Dealing with Recovery matter including WRITE-OFF & NPA cases & Loss recovery specialist.

- Daily Follow up of filing, status, and steps taken by legal Panel Advocates or concerned persons handling cases at various locations.
- Represent and follow up cases in various courts.
- Court order execute with Nazir with execute in the defaulter customers etc.
- Served all type of warrants (Bail able & Non-bail able), attachments warrants in execution files.
- To vet the Applications / Affidavits / Chamber Summons / Notice of Motions / Replies etc. prepared by Solicitors / Advocates and give opinion / suggestions on the same.
- Prepare status report, Provide assistance to all corporate matters.
- Present Sec. 138 NI ACT cases and execution petition.
- Expert in Negotiation Skills LOKADLAT & arbitration conciliation for negotiation the customers.

**Sr. Legal Officer**

**Au Financer Co. Ltd.**

**Location: Kota Hub (Kota, Bundi, Jhalawar, Tonk, Baran, Sawai madhopur )  
(07.10.2016 to 29.04.2017)**

**Major Working:** Deals with heavy defaulter cases of more than 12 month (NPA- Hard bucket).

- Completion of all the procedures under the Arbitration and Conciliation Act from giving notice to taking the Award.
- Daily Follow up of filing, status, and steps taken by legal Panel Advocates or concerned persons handling cases at various locations
- Interaction with customers for legal settlement (Before/after legal Proceedings)
- Shortfall cases negotiation & collection.
- Served all type of warrants (Bail able & Non-bail able), attachments warrants in execution files.
- Completion of all the procedures under the Arbitration and Conciliation Act from giving notice to taking the Award.
- Obtaining Legal Opinions in chronic matters. Co-coordinating and Liaising with Advocate/Corporate panel of Lawyers

## Legal Coordinator (Credit Executive)

Shri Ram Transport Finance Co. Ltd.

Location: Sirohi & Pali Hub (Udaipur, Banswara, Dungarpur, Barmer, Jaisalmer, Jodhpur, Jalore)  
(05.02.2011 to 06.10.2016)

### Major Working : Deals with defaulter cases & Loss recovery

- Daily Follow up of filing, status, and steps taken by legal departments or concerned persons handling cases at various locations.
- Legal field collection and recovery on legal filed matured cases;
- Present Sec. 138 NI ACT cases and execution petition.
- Served all type of warrants (Bail able & Non-bail able), attachments warrants in execution files.
- Interaction with customers for legal settlement.
- Shortfall cases negotiation & collection.
- Collect property detail and document.
- Directly handled Conciliation and Pre-litigation Camps (Lok-Adalats) from time to time

### PERSONAL TRAITS

- Strong analytical and problem solving skills.
- Potential to work under pressure without affecting quality.
- Good presentation and communication skills.
- Leadership skills.
- Positive attitude and always willing to help others.

### PERSONAL INFORMATION

- Father's name: Mr. Keshav Narayan Sharma
- Date of Birth: 09<sup>th</sup> July 1985
- Language: Hindi & English
- Current Address: Plot No.71, Arya Nagar, Murlipura, Distt. Jaipur (RAJ.) 302039
- Permanent Address: Katkad, Tehisel – Hindaun City , Distt. Karauli (Raj.), Pin Code 322234